

# Burgh Castle Parish Council

Chairman: Brian Swan

Vice Chair: Bob Grimmer

## Minutes from the Parish Council Meeting held on Monday 12<sup>th</sup> June 2023 held at Burgh Castle Village Hall

**Present:** Cllrs B. Swan (Chair), B. Grimmer (Vice Chair), P Carter, M Greenacre, W Griffiths, J. Hogg, S. Titterington, K. Ruddock (Clerk) and four members of the public.

*The public section commenced at 7.30pm*

### **PUBLIC SECTION**

Four members of the public were present at the meeting to represent pupils from Belton that attend Lynn Grove High School. It is understood the Parish Council have penned a letter to First Bus to complain about the recent change to the service which now serves Lynn Grove High School during term time.

It was confirmed a small number of children are currently using this service, but this number will increase with approximately 30 more pupils eligible to use the service in the new school year from September. Due to Lynn Grove now being the catchment school for all the children that attend Moorlands Primary School it is vital that this bus service remains in place. There is no cycle path that runs all the way from Belton to Lynn Grove for the pupils to use, if the new bus service is taken away children will be forced to travel unsafely from Belton to Lynn Grove, particularly in the winter months. The new bus service which is being trialled started midway through current academic year, it is predicted more children will start to use this service during the coming winter months. The Chairman replied there were a number of reasons for sending the letter. There is now no bus service for Cherry Tree corner on Mill Road, the new service does not go all the way back into Burgh Castle. On one of the new services that have been diverted to Belton no pupils have been seen on the bus, and on the second only 3 or 4 pupils have been on it. Also due to the varying times, it is very difficult for Burgh Castle residents to know when the bus is running. Members are not against a new bus service for pupils from Belton but this should not be at the expense of residents in Burgh Castle.

After some discussion it was generally agreed that a new service is needed instead of altering an existing one. It was agreed Lynn Grove High School should be funding an additional service for the children coming from Belton. Therefore it was agreed the Parish Council will write a letter of support to Lynn Grove asking that they provide a direct bus service for the pupils of Belton. The Chairman also suggested the members of public attend the forthcoming E.N.T.U.A. A.G.M. As there will be a representative from First Bus at the meeting.

*With no further business the public section was closed and the main meeting commenced at 7.46pm*

### **1. APOLOGIES FOR ABSENCE**

An apology for absence had been received from Borough Cllrs Carpenter and Murray-Smith and from County Cllr Smith.

### **2. DECLARATIONS OF INTEREST**

Cllr Greenacre – Belton with Browston Parish Council, Parochial Church Council, Burgh Castle Village Hall Committee & Burgh Castle Playing Field Committee

Cllr Swan – Village Hall & Burgh Castle Playing Field Committee

### **3. COUNCILLOR CO-OPTION**

The Clerk had circulated to all members a letter from Steve Titterington requesting to be co-opted

onto the Parish Council. To propose to co-opt Mr Titterington onto the Parish Council Cllr Swan, seconded Cllr Carter. Yes: 5, Abstein:1. Carried

#### **4. MINUTES FROM LAST MEETING**

The minutes from the meeting held on 15<sup>th</sup> May 2023 had been circulated to all members prior to the meeting. To accept the minutes as a true and accurate record proposed Cllr Griffiths, seconded Cllr Grimmer. All in Favour.

#### **5. MATTERS ARISING**

##### Belton Post Office

The Chairman reported both he and the Chairman of Belton with Browston Parish Council have written letters of complaint to Tesco and Post Office Counters about the changes they have made to the Post Office opening times. The opening times have decreased due to them making to members of staff redundant which now leaves them with only one fully trained member of staff.

##### Neighbourhood Plan

There is still no further update on when, if at all, the 2023/24 grant funding will be released.

##### Defibrillator

The defibrillator located at the Kingfisher site has now been removed by Heart 2 Heart Norfolk as it is no longer wanted by the site management. Jayne Biggs has been investigating where it can now be sited in village. Folkes, Burgh Castle Chinese Takeaway and lamp posts are all being looked into as possible locations.

#### **6. PORTERS LOKE FLOODING**

The Chairman reported there had been some flooding at the Stepshort pumping station which was due to an electric fault. Borough Cllr Carpenter has been looking into this issue, and there is concern that road closures in Stepshort could be a reoccurring problem due to the electric cables being in the region of 85 years old.

Cllr Grimmer reported there has been some work undertaken by Anglian Water to the Porters Loke pumping station, it is thought they may have put some stronger lids on the equipment.

#### **7. HIGHWAY MATTERS**

- County Cllr Smith had confirmed he will be attending site meeting with Paul Sellick with the aim to get the road surfaced at the end of Mill Road/Market Road (near to Crows Farm). He will also be asking for posts to be installed on the grass verge outside the entrance to the Roman Fort. Works to the Church Loke surface cannot be funded from his Highways budget.
- It was reported the gulley on the opposite side of Eastalls Farm on Market Road needs raising, and the slow sign which was 200m before the bend on High Road is missing.
- Cllr Grimmer confirmed he will see if he can replace a rotten wooden post near to the village sign.
- The Chairman reported after this current year he will no longer be able to continue to undertake the planting at the village sign flowerbed.

#### **8. PLANNING**

BA/2023/0202/COND Church Farm, The Lodge, Church Road Use of flint instead of K render  
It was agreed to submit no objections subject to neighbours comments for the above application.

06/23/0012/F Breydon Water Holiday Park, Butt Lane Removal of toilet block, construction of access road, 14'x40' static caravan bases and ass parking spaces, change of use from touring to static caravans

It was agreed by the majority of Cllrs to object to the above application due to issues with the existing sewage infrastructure which would not be sufficient to deal with the extra amount of usage the additional caravans will bring. There is also concern that the caravans would become owner occupied and not used as holiday accommodation.

06/22/0338/CU 12 Acres Site, Mill Road Retrospective app change of use from paddock to secure dog exercise park. Widening of access, installation of parking area and toilet building

It was agreed to object the above application. On the latest map provided the splay is not shown at the new access point and there is no specification concerning the turning areas. The toilets are not shown on the plans and the entrance is too close to Market Road.

It was agreed if the application it approved the following condition should be added, that any lost natural hedging must be replanted.

Applications Approved:

BA/2023/0122/FUL Greenacres, Marsh Lane Conversion of double garage to annex accomm

TPO Approved:

T.P.O No1. Of 2023 Tree on land at the front of the Laurels, High Road

**9. FINANCIAL MATTERS**

Cheque Number	Detail	Amount
BACS	Kate Ruddock salary 472.00 less tax 94.40	£377.60
BACS	Nina Dockerty wage	£109.41
BACS	HMRC Kate Ruddock tax	£94.40
BACS	Garden Guardian (3 <sup>rd</sup> Payment of 9) (vat £119.11)	£714.67
BACS	Ian Brown – cutting of ivy on sycamore tree in Burial Ground	£40.00
BACS	B. Swan – refund for gardening receipts	£20.80
BACS	K. Ruddock – refund for postage	£3.75
BACS	Burrell Pest Control	£77.00
BACS	Waveney Fencing – repair to burial ground gate (vat 24.00)	£144.00
	<b>Total</b>	<b>£1,581.63</b>

**Payments Paid in:**

Burial Ground £360.00

**Bank Balance after June payments:**

Community Acc £ 25.00

Premium Acc £20,234.06

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£20,259.06

To propose payment for the above sheet Cllr Greenacre, seconded Cllr Griffiths. All in Favour.

Nalc - .gov.uk email Parish Council email addresses

It was agreed not to participate in the first trial and to wait and see the results from the trial of the first 15 Parish Councils.

#### **10. APPRAISALS 2023**

It was agreed Cllrs Griffiths and Grimmer will undertake the 2023 employee appraisals.

The Clerks appraisal will be held at 7pm on the 10<sup>th</sup> July before the Parish Council meeting. The date and time will be arranged for the Caretakers.

The Clerk confirmed both she and the Caretaker has the appraisal form and they will both complete the form ahead of the appraisals.

#### **11. BURIAL GROUND**

The Chairman reported a complaint had been received concerning a number of mole hills and the grass cutting at the burial ground. One of the graves has several mole hills next to it and some vases had been knocked over and paper had been shredded by the grass cutting contractor.

The Chairman confirmed the pest controller has already treated the site twice but will go back the next morning to do so again. It was agreed for the Clerk to contact Garden Guardian about the issues relating to the grass cutting.

The Chairman and Clerk recently attended a site meeting with a gentleman from Jarys. They have agreed they will produce and install three new rows of markers on the left hand side of the burial ground. The ivy on the oak tree has now been ring cut and Waveney Fencing has made an excellent job in repairing the compound gate.

#### **12. No 5 BUS SERVICE**

It was agreed to send reminders to First Bus about adding the timetables to the bus shelter notice boards and about service 5 and Lynn Grove HS as per last month.

It was agreed to send a letter to Lynn Grove High School concerning the bus service as was discussed during the public section.

#### **13. TIME AND DATE OF NEXT MEETING & ITEMS FOR THE AGENDA**

The next meeting will on Monday 10<sup>th</sup> July 2023, 7.30pm at Burgh Castle Village Hall

*With no further business the meeting was closed at 8.29pm*